PURPOSE AND SCHOOL VALUES: Community  Trust  Respect  Responsibility  Achievement

“At Waikerie High School everyone will be safe and valued and all members of the school community have a responsibility to ensure this happens.”

DEFINITION: Bullying is a pattern of repeated physical, verbal, psychological or social aggression that is directed towards a specific student by someone with more power and is intended to cause harm, distress and/or create fear. Bullying may be carried out overtly (e.g. face-to-face) or covertly (e.g. through repeated social exclusion or via technology). It is a sub-category of aggression and is different to, but also related to, harassment and violence. It is not the same as conflict or social dislike even though, in some cases, the outcome of both can be bullying.

RESPONSIBILITIES OF PARENTS/CARE GIVERS:
Remind your children that they are highly valued and assist them in maintaining a positive self worth.
Discuss positive strategies rather than getting even.
Model appropriate behaviours at all times
Inform the school if a bullying incident occurs within school time or the police occurs out of school.
Be available and ready to listen to reports of bullying
Advise your child to tell a trusted adult.
Watch for signs of distress and behavioural changes in your child.

RESPONSIBILITIES OF STAFF:
* Be a positive role model.
* Teach students the skills and strategies for bullying prevention.
* Be available and ready to listen and respond to reports of bullying.
* Treat information seriously.
* Ensure follow-up by reviewing the situation.
* Develop skills in students that empower them to take responsibility for themselves and their actions.
* Support others in dealing with incidents of bullying.

RESPONSIBILITIES OF STUDENTS:
* Make others feel happy and safe.
* Help the person being bullied.
* Don’t stand there and watch – get help.
* Show that you and your friends do not like bullying.
* Report bullying whether it happens to you or not.
* Respect and value other students, staff and members of the school community.
* Not take part in bullying behaviours towards other students and staff.
* Be compassionate, empathetic and understand the effects of racism, sexual harassment and bullying on individuals and groups in our society.
* Develop appropriate skills and behaviours in communicating and working effectively with people from a variety of backgrounds.
* Take responsibility for their own behaviours – tell the person or people to STOP the harassment or bullying.
* Talk to parents/caregivers or a trusted adult.

*For further information please refer to the ‘step by step’ guide below of pop into the school to get a copy of the DECD brochure on bullying in schools*
Anti-Bullying Step by Step Process

1. Teachers to display Anti-Harassment Posters and Anti-Harassment Slips clearly in their homeroom.
   a. Homegroup teacher to explain system to students – cover: How to report AND SBM processes outlined below.
2. Student who is experiencing, witnessing or engaging in harassment should fill out an ‘anti-harassment slip’ (kept in every classroom near the door/locker area). OR report via email to dl.0800.bully@schools.sa.edu.au
3. a. Students to place slip in sealed box outside of Student Counsellor’s office OR.
   b. Some students may wish to hand it to certain teacher, or directly to their homegroup teacher. If this is the case, please inform the Student Counsellor to keep track of the incident then simply follow the procedure for ‘First Time’. OR.
   c. Email: dl.0800.bully@schools.sa.edu.au (will go straight to Student Counsellor and will be kept confidential)
4. Student Counsellor to read (and record) contents of boxes and refer to appropriate staff . . . .
   a. If first time, the matter will be referred to the homegroup teacher/Student Counsellor.
   b. If second time the matter is referred to the Counsellor.
   c. If third time the matter is referred to the Assistant Principal and student will face possible suspension.

First Time: Homegroup/Sub-School Managers

1. Case referred to homegroup teacher/Student Counsellor
2. Jointly, decide on a course of action suitable for the case.
   o Actions may include;
     ▪ Working with victim on resilience
     ▪ Defining bullying and school rules to perpetrators
     ▪ Mediation
     ▪ Parent contact
3. Fill out pink slip for perpetrating student(s) after the process, clearly record that the 1st warning has been received.
4. Record on Bullying Register

Second Time: Student Counsellor

1. Meet with all parties
2. Resilience training / restorative Qs / mediation
3. Inform/work with parents
4. Make a follow-up appointment to check agreed actions are followed through with.
5. Fill out pink slip on each student after process, clearly record that the 2nd warning has been received.
6. Record on Bullying Register

Third Time: Assistant Principal

1. Case referred by Student Counsellor, students, parents . . .
2. Meet with staff concerned (including SSMs, Counsellor, )
3. Gather data on prior incidents using pink slips recorded on EDSAS.
4. Meet with students involved.
5. Inform/work with parents
6. Follow School Behaviour Policy (i.e suspension)
7. Record on Bullying Register